



**State of West Virginia
Agency Purchase Order**

**CORRECT ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, AND SHIPPING PAPERS.
QUESTIONS CONCERNING THIS
ORDER SHOULD BE DIRECTED TO
THE DEPARTMENT CONTACT.**

Order Date: 2017-08-02

Order Number: APO 2400 2400 SUP1700000006	Procurement Folder: 323109
Document Name: LawProse Inc.	Reason for Modification:
Document Description: full-day seminar on Advanced judicial Writing	Add cost of materials and travel
Procurement Type: Agency Purchase Order	
Buyer Name: Linda Sue Racer Troy	
Telephone: (304) 558-0145	
Email: sue.troy@courtsww.gov	
Shipping Method: Best Way	Effective Start Date:
Free on Board: FOB Dest, Freight Prepaid	Effective End Date:

Vendor Customer Code: VC0000054254 LAWPROSE INC 14180 DALLAS PARKWAY SUITE 280 DALLAS TX 75254 US Vendor Contact Phone: (000) 000-0000 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Sandra Johnson Requestor Phone: (304) 340-2300 Requestor Email: sandra.johnson@courtsww.gov
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INVOICE TO	SHIP TO
304-558-0145 WV SUPREME COURT OF APPEALS BUILDING 1 ROOM E-100 1900 KANAWHA BLVD EAST CHARLESTON WV 25305 US	304-558-0145 WV SUPREME COURT OF APPEALS BUILDING 1 ROOM E-100 1900 KANAWHA BLVD EAST CHARLESTON WV 25305 US

Total Order Amount: \$21,502.06

DEPARTMENT AUTHORIZED SIGNATURE
SIGNED BY:
DATE:
ELECTRONIC SIGNATURE ON FILE



Extended Description:

Advanced Judicial Writing for the Supreme Court of Appeals of West Virginia on July 28, 2017

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	86000000	0.00000			\$18,500.00
	Service From	Service To	Manufacturer	Model No	Delivery Date
	2017-07-28	2017-07-28			

Commodity Line Description: Education and Training for Advanced Judicial Writing

Extended Description:

Advanced Judicial Writing for the Supreme Court of Appeals of West Virginia on July 28, 2017 requested by Justice Walker

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	86000000	0.00000			\$1,000.00
	Service From	Service To	Manufacturer	Model No	Delivery Date
	2017-07-28	2017-07-28			

Commodity Line Description: Education and Training for Advanced Judicial Writing

Extended Description:

Fee for additional participants

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	86000000	0.00000			\$881.67
	Service From	Service To	Manufacturer	Model No	Delivery Date
	2017-07-28	2017-07-28			

Commodity Line Description: Course books and related expenses

Extended Description:

Course books and shipping and handling costs

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	86000000	0.00000			\$1,120.39
	Service From	Service To	Manufacturer	Model No	Delivery Date
	2017-07-28	2017-07-28			

Commodity Line Description: Travel expenses for Professor Garner

Extended Description:

Airfare, cab fee

SUP1700000006	Document Phase Final	Document Description full-day seminar on Advanced Judicial Writing	Page 3 of 3
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